

**PROCEEDINGS OF THE REVIEW MEETING CONDUCTED ON 8th SEPTEMBER, 2006
CONDUCTED AT S.V.BHAVAN, MASAB TANK, HYDERABAD**

1. The Principal Secretary to Government, Higher Education Department had informed the institutions to make their presentations on implementation of TEQIP while emphasizing more importance to the activities under Networking, Services to Community and Tribal Development Plans. Further, informed the institutions not to collect more fees other than the fees prescribed by the Government from students in any form otherwise it would attract the violation of Prohibition of Capitation fees Act. He advised the institutions to send reply to the Government Memo issued in this regard. Further, he has informed all the Principals to send the general, average performance of OC students vis-a-vis, SC, ST, BC students' performance for the last 3 years in each class at the earliest.

2. The State Project Advisor while inviting the Principal Secretary, Principals & Nodal Officers of the institutions and the SPFU officials, stressed the need to take up activities as per targets set as the time left over is only 15 months. It was also reminded that the institutions have to make meaningful expenditure. It is observed that more than 50% of the Life Time Allocation of each institution is towards purchase of equipment. The activities under the components other than the academic excellence need to be geared up and the SPFU had planned tentative targets for each institution for several of the activities under each component to be completed in the remaining 15 months so as to attain the financial targets. He informed that it would be taken up in detail in post lunch session by Head Programme Cell. The deadlines for Civil Works, Campus wide Networking as stipulated by NPIU in their letters dated 1st September, 2006 given below were informed to the institutions.
 - (A) Civil Works :
 1. No more new construction proposals hereafter
 2. Repairs and Refurbishments should be completed by December, 2006
 3. Proposals for reallocation of funds based on under or over utilization of Civil Works allocation, considering the limit of 10% of the total institution allocation for Civil works should be sent immediately.
 - (B) Campus wide Networking to be completed before 10th October, 2006
 - (C) Procurement of Goods all major procurements should be completed by 31st December, 2006
 - (D) Report on effective utilization of existing and new goods procured under the project should be sent to NPIU by 31st October, 2006.

3. It was felt necessary to incorporate the details of sharing of Tuition fees, IRG between college and University. Further, details of Sanctioned faculty, Rationalization of staff recommended by High Power Committee and filled in present 'Status of existing faculty' and also certain minor details in other slides. The SPFU shall take necessary action in this regard. The institution presentation should include all the information, as desired by SPFU and there should not be any unfilled/gaps or partial information in the presentation.
4. The State Project Advisor desired that remarks of Mentors should be specific and the institutions should also give their follow up action plan / action taken report precisely.
5. The sum of Actual Expenditure, Committed Expenditure and Pipeline Expenditure should not be projected more than their Total Life Time Allocation otherwise the institutions shall land into problems if they notify procurements beyond their budget allocation. **Further, it was also reminded that the institutions (SVUCE, Tirupati) should not cross the limits under each category of expenditure.**
6. Some of the Principals of the institutions informed that they have not received Mentor's reports, it was assured to send the reports by SPFU and the institutions were reminded to send the copies of the reports of Mentors and Performance Auditors to Chairman, Board of Governors.
7. The Nodal Officer of Institute of Science & Technology, JNTU, Hyderabad informed that they are not retaining the tuition fees and requested the SPFU to address the Vice Chancellor of JNTU for retention of Tuition fees.
8. It was clarified that the Director / Principals and Nodal Officers of all institutions should be present during the monthly review meetings and also they should furnish the total data of the institution and not partial information (i.e. of one or two departments)
9. It was observed that the inspection for NBA accreditation is due in respect GIOE, Secunderabad and renewal of accreditation in case of Bapatla Engineering College, Bapatla and Sreenidhi Institute of Science & Technology, Ghatkesar. Hence, SPFU will address to AICTE for inspection to accord accreditation of these institutions on fast track basis.
10. It was desired that there shall be a workshop to be conducted for Networking activities among all the institutions on 25th & 26th, September, 2006 at Hyderabad by SPFU. In this connection, the faculty attending workshop at Hyderabad should initially conduct internal meetings at departmental level with their colleagues and take their consensus for discussions during the workshop.

11. The Head Programme Cell had informed about the conference on IT Workforce Development conducted by SPFU, Karnataka, BMS College of Engg., Bangalore and Intel Education on 19th-20th September, 2006 and requested all the institutions to depute two faculty members for the Conference.
12. All the institutions have given their presentations in the formats supplied by SPFU. During the discussions at the time of presentations several clarifications were sought by the institutions and several remarks were made by the SPFU. Clarifications to be sought from NPIU on the following:
- (i) Whether faculty can be encouraged to publish their research work in international Journals by meeting the page charges.
 - (ii) Sanction of scholarships for SC/ST/BC students under TDP during summer vacation to attend summer programmes since the Government will not sanction scholarships during the vacation.
 - (iii) Whether revenue can be generated through collection of fees under Services to Community component.
 - (iv) Whether Post Doctoral Fellowships can be permitted under TEQIP
13. During the presentation of Sreenidhi Institute of Science & Technology, Ghatkesar, they have project that the Language Laboratory has been developed under TDP with Rs 1.9 millions for the benefit of SC/ST students. It was then clarified that the Language Laboratory is essential for all the students and since the Language Laboratory is used for students belonging to other castes also it should not be projected under TDP and as such it should be projected as activity under Academic Excellence.
14. The institutions were requested to take necessary action on the items discussed during the meeting and send the compliance report.

Sd/- RAJENDRA NARENDRA NIMJE
STATE PROJECT ADVISOR

For STATE PROJECT ADVISOR

**ANNEXURE TO THE PROCEEDINGS OF THE REVIEW MEETING HELD ON
8th SEPTEMBER, 2006**

The SPFU after taking the stock of the situation in implementing the TEQIP project by the institutions, has observed that there is a need to assist the institutions by planning the activities to be taken up under the components viz., Training and Fellowships, Networking and Services to Community. Taking the financial targets as base, the SPFU has planned number of activities on average to be taken up by each institution under Training and Fellowships component so as to achieve the set targets. Similarly, the activities under Services to Community and Economy development have also been planned giving the financial target on average for each institution as the expenditure involved for each of the activity under this component is not uniform. These proposals have been presented during the review meeting and the institutions have committed to undertake these activities as targeted.

(a) TRAINING & FELLOWSHIPS etc. :

The institutions are advised to prepare Training need analysis by assessing the need for training in Technical skills, Managerial skills and Teaching methodologies. The faculty should be encouraged to present more number of Research papers in India and abroad. The total budget for all TEQIP participating institutions is **Rs 14.386 Crores** and amount spent already is only **Rs 1.339 Crores** which amounts to less than 10% and remaining amount to be spent in 15 months is **Rs 13.04 Crores**. A tentative planning for spending under this head is as given below:

Activity	Faculty Numbers		Expenditure per Faculty (in Rs Lakhs)	Total Expenditure (in Rs Lakhs)
	Per Institution	Total		
Paper presentation (Abroad)	10	120	2.35	282
Paper presentation (India)	50	600	0.15	90
Workshops (Organizing)	15	180	1.45	261
Workshops (Attending)	30	360	0.15	54
Faculty Training	40	480	1	480
Staff Training	25	300	0.15	45
Study Tours (within India)	30	360	0.25	90
TOTAL				1302

- (i) All the faculty members needs to be trained in next 15 months time by all the institutions.
- (ii) Staff is to be trained in areas of Technical Skills, Managerial skills and Teaching methodology
- (iii) The institutions identified for the purpose are MCRHRDI, ASCII, NIRD, Ramananda Theertha Institute, NCBC, NIIT or any reputed institution in the specialized areas.
- (iv) Under Faculty training 480 faculty in 12 institutions to be trained in 15 months.

STAFF TRAINING:

- (i) 300 Staff members are to be trained in Managerial skills, Accounting, Inventory Management and Computing skills.
- (ii) SPFU will organize the programmes and funds will be tapped from the individual institutions.

ORGANIZING WORKSHOPS:

- (i) The institutions are advised to give targets for each department in the institution in conducting Training programmes and Workshops/ Conferences. Each department must be either conducting a Training programmes or undergoing Training programmes conducted elsewhere. It should be a routine activity.
- (ii) In the category of expenditure of organizing workshops by institutions, SPFU will organize Workshops. One institute will take on behalf of the SPFU at Hyderabad, Vizag and Tirupati.

PAPER PRESENTATIONS:

- (i) Tentative 10 members from 12 institutions = 120 members with an average cost of Rs 2.35 Lakhs for abroad and 0.15 within India.
- (ii) The list of paper presentation faculty is to be prepared by the institutions for coming three months.

(b) ACTIVITIES UNDER NETWORKING:

The main theme of TEQIP is sharing of physical and faculty resources with other TEQIP participating institutions. The institutions have to take up more number of activities under Networking. In Networking, our state is lagging behind. The institutions are advised to prepare Action Plans under Networking with formal and non-formal networking partners for the next 6 months immediately to SPFU. The faculty expertise available in the institutions can be shared with other institutions in latest technologies / topics. The institutions are advised to act as Nodal agency in sharing infrastructure and faculty expertise with other Engineering colleges (which are not part of TEQIP) in the state and thereby earn IRG for the institution. Joint Research activities, Joint Consultancies and Joint academic programmes have to be taken up. However, the detailed activities can be formulated during the workshop for Networking activities to be conducted on 25th & 26th September, 2006 at Hyderabad.

(c) SERVICES TO COMMUNITY & ECONOMY DEVELOPMENT:

The total budget earmarked for Services to Community & Economy Development among 12 institutions is Rs 2.32 Crores, out of which an amount of Rs 0.1782 millions has been spent so far. The institutions have to take up these activities in a big way and meet the set targets by next JRM i.e., 6th JRM otherwise, it was informed by NPIU that the funding to the institutions will be stopped.

The institutions are advised to undertake more activities with the Industry, more training programmes for Unorganized sector & Community.

Each department in the institution have to take up atleast one activity in a month for any of the sectors i.e., Organized , Unorgainzed and Community in the vicinity. Further, after training the Unorganized and Community, the institution may give tool kits or any other implements to the participants. On average, each institution has to spent atleast Rs 1.5 lakh per month, so as to reach the financial target. The institutions may adopt the services rendered by their co-participating institutions or replicate their activities for the benefit of larger group of trainees.